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Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Thursday, June 3, 2021

**CALL TO ORDER:** Mayor Williams called the Riverside, Ohio City Council Meeting to order at 6:00 p.m. at the Riverside Administrative Offices located at 5200 Springfield Street, Suite 100, Riverside, Ohio, 45431.

**ROLL CALL:** Council attendance was as follows: Ms. Campbell, present; Mr. Denning, present; Mrs. Franklin, present; Ms. Fry, present; Ms. Lommatzsch, present; and Mayor Williams, present.

Staff present was as follows: Mark Carpenter, City Manager; Tom Garrett, Finance Director; Dan Stitzel, Fire Chief; Kathy Bartlett, Public Services Director; Gary Burkholder, Community Development Director, Dalma Grandjean, Law Director; and Katie Lewallen, Clerk of Council.

**EXCUSE ABSENT MEMBERS:** No council members were absent.

ADDITIONS OR CORRECTIONS TO AGENDA: There were no changes to the agenda.

APPROVAL OF AGENDA: Deputy Mayor Lommatzsch motioned to approve the amended agenda. Mr. Denning seconded the motion. All were in favor; none opposed. Motion carried.

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE: Mayor Williams led the pledge of allegiance.

**MINUTES:** Mr. Denning motioned to approve the minutes from the May 13, 2021 work session and the May 20, 2021 council meeting. Mrs. Franklin seconded the motion. All were in favor; none opposed. **Motion carried.** 

**OATH OF OFFICE:** Mayor Williams administered the oath of office to Mr. Jesse Maxfield. Mr. Maxfield thanked city council for voting him in and providing the opportunity. He is ready to get to work for the City of Riverside.

**LIQUOR LICENSES:** Mr. Carpenter stated that the police department performed the background checks and found nothing that would cause concern for the transfer liquor permit request for Yum Yum, and the new liquor permit requested by Bob Evans. Council had no concerns for the license.

**WRITTEN CITIZEN PETITIONS:** Mayor Williams stated any citizens joining them and would like to speak should fill out a petition or sheet in the back to notify council.

PRESENTATION - Greg Horn, Management Partners: Mr. Horn stated they are pleased to be selected as their firm for the search of the next City of Riverside city manager. He has spoken to Mr. Carpenter to get a feel for what some of the issues are that are significant for the next city manager. He would like to schedule time either as a group or individually to go more in depth on traits, characteristics, compensation range, residency, relocation, and any other benefit offerings the city may or may not be willing to discuss. He would like to discuss the city manager job description and determine if it is satisfactory or whether it needs updated. He thinks they are hitting the market at a perfect time. They are doing a city manager search for the City of Fairfield, and they are also doing a search for the City of Sidney. He feels there will be good cross-over interest for all three city manager searches. He added they are flexible; they want the input from council. After the initial meeting, they will talk to council about cut off points. They will establish a timeline that all agree upon; they will discuss where they will post the position locally, regionally, and nationally. He will review his firm's network and what they do to facilitate those publications. There are about 100 personnel with Management Partners scattered throughout the country. They will discuss the vetting process. They have a preliminary vetting and narrow that based on council input. They will then determine the number of applicants they will narrow it down to. He

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added that applicants aren't released during the process, but councils have different approaches on how many individuals they wish to interface with. Once preliminary vetting, backgrounds, and given those individuals a supplemental information form – a detailed form used to bring commonalities into play from their discussions with council – they will then move into issues such as comprehensive planning or thoroughfare issues or other issues paramount to Riverside, they will want to see the applicant's experience, track record, and involvement has been with those. He reviewed what would be considered top-tiered candidates. The top tier are individuals who line up reasonably well with council's preferences. There is a middle group that is held in abeyance; people who are eligible for consideration but may not rise to the top. The third group is normally quite small, if they have done their job well in communicating the position. This group is people who they feel are not suitable for the position.

Mr. Horn went on to explain they will then move into the interview process. Many times, it is a feel on where the cutoff point is and how they tier that determines the finalists. They will work with the clerk to set up the interviews, and use council's input in terms of the type of interview they are comfortable with. Management Partners normally facilitates interviews, and present with sample questions along with dos and don'ts in terms of questions that could or should not be answered. They can facilitate council through the entire interview process. They will provide interview booklets with all the candidate information along with background information. He added they can do negotiations for finalists and coordinate community visits should they choose. They can be involved in the logistics. They also can assist in contract negotiations; it is part of the package council approved. He stated it is a 3-4-month process; they can speed it up a bit, if needed. He has already been informed of interest, locally.

Council discussed how soon they can meet with Mr. Horn. It was determined that he would present next Thursday, May 10, 2021. It would be a 45-60-minute meeting. Mr. Carpenter stated they already have about an hour to an hour-and-a-half meeting. Mr. Denning stated he would like to get the ball rolling as soon as possible and would put in the extra time next week. Deputy Mayor Lommatzsch agreed.

## **DEPARTMENT UPDATES:**

A) Fire Department - Chief Stitzel: One of our full-time firefighters, Manny Kirkland, is resigning. He has taken a job out in Oregon; he is going to move across the country. He was my first full-timer I hired when I first got here. He and I have been together since I have been here, and he is a great firefighter/paramedic. I hate to see him go, but I am excited for the new chapter in his life with his family going out there. We do have one firefighter left on an eligibility list so we are moving him forward for physical agility and all that. That will take place over the next week to week-and-a-half. Hopefully, we will get Manny's position filled in the next few weeks. The new medic unit should be ready by the end of the month. They will go down there and do a final inspection; if it looks good, they will have it by June 28 or 29. It will be in service within a week or two after that. They are still having issues with their current oldest medic; they are spending money on maintenance issues with that. They are trying to crutch it along until the new one is here. The call volume has increased post-COVID-19. They are up to about 15 calls a day, now. At the height of COVID-19, last March or April, we were down to nine calls a day. We are back to full activities in the fire department. We, also, have four part-time applicants in the process. We are hoping to get as many of those through; they don't wash out or go somewhere else in the process. That is one of our issues is the part-time revolving door. We have four, and that is kind of promising. We had some donations from one of the board up companies, Maximum Restoration. They donated some wood and we built little houses out of them, burned them for training. We have some videos we are going to narrate and put those out. Those are coming; they will be interesting showing what we are teaching the firefighters about the science behind the fire behavior and things we are learning in all the UL research.

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Deputy Mayor Lommatzsch: I just want to say for all the departments how much better we are going with the information going out on Facebook. I think the more we can tell the community, I know a lot of people don't do Facebook, but a lot do, and all of those medias if we keep feeding information we will have a better-informed city. I encourage that. Chief Stitzel: My administrative assistant, Lisa Broderick, is behind the scenes there and she is doing a great job getting stuff out. She actually goes and looks at other departments and sees what they are doing and get ideas and things. We want to put that story out of what we are doing and how we are working to serve the community and let them know we are here. Hopefully, we can help people by giving out the prevention information and wellness information.

B) Public Service Department – Ms. Bartlett: The Airway Reconstruction Project, Choice One is continuing to investigate the design of the intersection by looking at ways to possibly move the signal poles and other things. Something that recently came to my attention is cracking already within one year of the new pavement. I had a project closeout meeting with ODOT and the contractor, and the ODOT inspector said the base was cracking and that is what we are seeing reflecting back up through the surface. I'm not satisfied with that explanation so I am going to try and see if it needs crack-sealed as that is the only thing we can do at this point. It is either on our dime or on the contractor's dime. We were successful on Airway East to get the contractor out there to do that crack-sealing; I'm going to try to do the same with Airway West. We had bid openings today for the 2021 paving program, Barrett Paving Materials was the apparent low bidder. This is the company that did the paving program last year and did an excellent job. We talked a little about because we extended the deadline into 2022 what they were thinking of when they put their bid together, were they looking at doing the paving this year or next year. They thought they could get Valley and Needmore and probably Community done this year, but if they go with Honeyleaf as an alternate that is how it was bid, then they would probably need to wait until 2022 because of all the concrete work that was involved. We cannot sign a contract with them until after July 1 because of the OPWC funding that is tied to some of these projects. The low bid was \$1,016,400 for Needmore, Valley, and Community. The Honeyleaf Drive project came in lower than it was last year, \$379,470. There were some other alternates, some in our budget and some not. Burkhardt mill and fills were in the budget, but they came in a little over. Airway West rejuvenator and Airway East rejuvenator even with taking those into account and other miscellaneous things we need to accomplish this year, they are probably looking at \$100,000 surplus. Lastly, Montgomery County Environmental Services (MCES) has three projects in design stage right now in Riverside. Their consultant sent out a letter putting my name first as a contact, and I have been getting all kinds of calls. They are actually doing survey now, the first step in a design project. I got a copy of the letter and saw what was being doing so I could answer their questions correctly. They really should be directed to MCES. Those projects are going on in Wagonwheel, Bayside, and Beverly Gardens.

Mr. Denning: I would suggest that you put that information about what you just told us out on Facebook and wherever else they can get it. Maybe it will cut down on the phone calls you get a little bit. Like Sara said, the more information we get out the better off we are all.

Deputy Mayor Lommatzsch: I guess we had another water leak on Barrett today. Ms. Bartlett: That is one of the areas that is going to be replaced, just not soon enough.

Mrs. Franklin: When you talked about a \$100,000 surplus for the projects for this year, are we including Honeyleaf with that? Ms. Bartlett: No. Mr. Denning: So, if we transfer that \$100,000 into next year you would only need \$279,000 for Honeyleaf; or we find another project for \$100,000. Ms. Bartlett: Also, I believe it was a little over \$100,000 of that project was storm water and storm water is a valid expense in the Rescue money. If we could use that money, it would be even less. Mr. Denning: I do want to say thank you, Kathy, for taking good care of our money. It seems like it is going a lot farther than it used to. Maybe we don't

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say this enough, but we do appreciate everything you do to make sure that we can take care of our residents as well as we can.

C) City Manager Report – Mr. Carpenter: House Bill 110 is going through the State Legislature, Mr. Garrett has reference this before, this is the legislation that would allow people to make a request a refund on their taxes going back to March 2020. That is a concern to some communities; I don't know exactly how that will affect us. That is something going on at the state level we are keeping an eye on. Mayor Williams: Is that a refund of municipal tax or state income tax or both? Mr. Carpenter: It affects municipalities. Instead of paying where your place of business is located, you are paying where you worked. If you worked at home all of last year, you could ask for that refund. Mr. Denning: Okay, but does that also give, if they were paying there and we were giving them 50% credit then does that give us the right to go back and get our other 50%. It is important. I don't have a problem with them getting their refund if that is not where they worked, but I don't want the system gain and we end up losing money in the process. It is something to look at. Mr. Garrett: I don't know if it is an answer, but if they were to get a refund...well this comes about because all these people in building around us who weren't there, they were off somewhere else. Their companies were to have been collecting Riverside tax because that is their official place of business. Now, if somebody is working from home and applies for a refund of that tax then most other city tax codes would require them to do an amendment to their other city tax returns. They get the money back from us and have to pay it to their own city. Mr. Denning: But, if they happen to live in Beavercreek and worked in one of our buildings, then they are going to get their refund and we are not going to get anything. I'm looking at things like people who were working in Dayton and that is their office, but they were working from home and they live in Riverside and, now, they were .75% to us and they go ahead and get their refund from Dayton, then we should get the .75% from them. Mr. Garrett: That is right, they should file an amended return to correct that. That means our tax agency will have to do a lot of research. Mr. Denning: Where are the checks and balances on that? If all they do is file for a refund with Dayton, Dayton is not going to give us that information unless it happens to be a CCA controlled municipality we are not going to know. Mr. Garrett: I don't think they have come up with a conclusion, yet. It would be extra auditing by CCA. Mrs. Franklin: It is going to be about who is going to track this because it will be a nightmare to try and figure it out. Nothing in the legislation talks about that part of it. It all talks about you can do the refund, but doesn't talk about if you are now living in Riverside but paying to Kettering, how does Riverside now get their money. That part is not in the legislation. I think, if it passes, it is going to be a nightmare. Mr. Garrett: In the past, we have had several cities say we are giving a credit here and they call us to give us a heads up. Mr. Denning: That is great if the cities work together. Mr. Garrett: I can't say it will always happen. Mr. Denning: I think that would be something the mayors and managers group could talk about doing some back-and-forth information at least in this area of Ohio and work together to make it happen, if it passes. Mr. Carpenter: Right now, the Mayors and Managers along with OML are strongly opposed to this legislation, but expecting the nightmare. Mr. Denning: I think it would benefit us to a degree, but I also understand the nightmare it is going to be to try and get it straightened out. I think long term if with more people working from home; in the long run it would benefit us to pass this. I think the big losers are going to be the large cities: Dayton, Cleveland, Columbus, Toledo and Cincinnati. Those are going to be the people who are going to fight it. Mr. Carpenter: It has not been finalized; it will be finalized when the state budget it passed, which is later this month. Mayor Williams: It could be later this week. I know Senator Huffman wants to get it passed by the end of the first week of the month. It might be ambitious, but one way or another it will be done in a couple of weeks.

Mr. Carpenter: The other thing along with the budget is the virtual meetings. Right now, they are scheduled to end July 1. It was going to be extended until the end of the year; they have taken out that language. It is scheduled to end July 1.

PUBLIC COMMENT ON AGENDA ITEMS: No one wished to speak on agenda items.

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#### **OLD BUSINESS**

### A. ORDINANCES

 Ordinance No. 21-O-767 – Amending Title Five, Chapter 139, Contracts and Purchasing Section 139.03 and repealing the existing Chapter 139, Section 139.03 of the Administrative Code of the City of Riverside, Ohio. (2<sup>nd</sup> reading, public hearing, adoption)

Mr. Carpenter stated that he wanted to remind council that in the ordinance itself it talks about any expenditure above \$25,000 that is less than \$50,000, the city manager still needs council's authorization to spend that money. It is just that we don't have to go through the bidding process.

Mr. Denning motioned to approve the second reading of Ordinance No. 21-O-767. Mrs. Franklin seconded the motion. The clerk read the ordinance by title only.

Mayor Williams opened the public hearing. No one came forward to speak. Mayor Williams closed the public hearing at 6:39 pm.

Roll call went as follows: Mr. Denning, yes; Mrs. Franklin, yes; Ms. Campbell, yes; Ms. Fry, yes; Ms. Lommatzsch, yes; Mr. Maxfield, yes; and Mayor Williams, yes. **Motion carried.** 

#### **NEW BUSINESS**

### A. RESOLUTIONS

 Resolution No. 21-R-2682 – Appointing Mr. Gary Burkholder as the City of Riverside's Representative to the Miami Valley Regional Planning Commission (MVRPC) Technical Advisory Committee Alternate.

Mr. Carpenter stated with Jay Keaton's retirement, he was listed as the alternate to the MVRPC TAC committee.

Deputy Mayor Lommatzsch motioned to approve Resolution No. 21-R-2682. Mr. Denning seconded the motion.

All were in favor; none opposed. Motion carried.

COUNCIL MEMBER COMMENTS: Mr. Denning: I want to thank staff for everything they do for us. I know summer is coming and it is going to be an interesting summer. Kids are out of school so be careful what you are doing and where you are driving. One thing I think, I don't know everybody knows this. I did some homework with the historical society and in late June 1921, the Village of Riverside was incorporated what was called Harshmanville became the Village of Riverside in late June 1921. So, what does that mean to us? That means this is our centennial year. We are 100 years old at the end of this month. I also want us to evaluate our exiting signs as we enter the city that say established in 1994. We were not established in 1994, we were established in 1921 and I think we need to think about changing those signs to reflect that correctly. Or, if those signs as they need to be replaced, we do that. If it wasn't for the fact that the village was here and incorporated at the time it was, we wouldn't have been able to merge with it and probably we would now be part of the City of Dayton. We need to reflect on that and consider what those signs say. My original idea was to run a centennial celebration, but with COVID-19 and all that, we didn't have time to get everything planned. I wanted everybody to be aware of that.

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Ms. Fry: June is pride month. For anyone who doesn't know, it is a month for members of the LGBTQIA community to celebrate who they are and for the rest of us to wrap our arms around them and embrace and welcome them. I've had wonderful opportunities to work with young people through girl scouts; my kids are all teenagers right now, and they are just now incredible people. I love teenagers. One thing that has been surprising to me is how unsure they are and whether they will be accepted for who they are. They are figuring out their identities and even my own children have been slow to show me all the different colors of their personalities. I would ask that everyone who is listening tonight consider reaching out to the young people in their lives. There are a lot of people who are out, but there are a lot of people still in the closet. Reaching out to the young people in your lives and letting them know you love them and whoever they are that they are welcome in your life. It would mean a lot to those young people to know that they have a safe place to land.

Deputy Mayor Lommatzsch: I can say here-here to all that. It has personally happened in my family, several cases, so I had to learn along the way. I have to admit it was not easy. However, they are wonderful, wonderful people in my life. I am working also with some wonderful young people. They are no different. They need to be embraced and need to know the world is their oyster as well. Along the sign business and the centennial, I was at the historical. I have a concern about the volumes, scripted, beautiful history over there in volumes that have been passed on from the city to the historical society. If there was to be a fire in the shopping center, all of that history would be gone. I had a chance to sit and read parts of it. I am sure to get it digitized would be exorbitantly expensive. We brought it out of the protect shelter where it is fireproof in Cincinnati; we brought everything up here. Those volumes and there must be 12 or 15 of those volumes hand scripted. It is beautiful to read. It would be heart breaking to think a quick fire could take that away. I don't know what the answer is. I think we are dropping the ball if we let it sit there and risk losing it. I don't know how you protect that sort of stuff. If you have a chance to go there, the Historical Society is open Tuesday and Thursday from 11 am - 2:00 pm. They are all sitting open on a table. You could spend hours reading it. Stop in and look at it and I think we need to evaluate what we are doing with our written history. It is just sitting there waiting to be destroyed. I think there has to be a better way. They have a lot of valuable stuff in the building. Mr. Denning: We were paying what \$5,000 - \$10,000 a year to have it stored? I think digitizing it is not out of the question when you consider how much we would have to pay for storage if we stored it somewhere else. Ms. Campbell: Can you build a vault around it? Deputy Mayor Lommatzsch: When we put that stuff in Cincinnati, there wasn't a place in the area and now I understand there is a place in Centerville. I didn't know if we couldn't have a smaller unit. I don't know how that works. I think it would just be so easy; we've had shopping center fires. It would be so easy for that to all be gone. I think we need to take some steps to secure it. Plus, I don't know that we should all be fumbling through it. A lot of it is very fragile. I don't know the answer, but we need to find an answer. Mr. Denning: Maybe the Montgomery County Library would like to digitize it for us. There may be funding out there. Ms. Lewallen: They are technically not our records anymore; they have been released to the historical society. The Wright State archivist came and got the remainder of the records the historical society didn't want. We have already signed off; we've already gone through the RC-1, RC-2, and RC-3 process. Deputy Mayor Lommatzsch: I don't know how that happened. Mrs. Franklin: We did the transfer of historical records. Ms. Lewallen: They weren't even recorded as us having these records. There was no record of the records. When I notified them that we had them, they told us the process to go through to release them to the historical society. They just came last week to look through what they wanted to take because they didn't have a lot of room. From that conversation, one of the two ladies said they will contact Wright State and the archivist contacted me and she picked up the remainder on Tuesday. Ms. Fry: Are you saying if we were to take possession of digital copies of those records even we would be back to the same problems of records without a record. Ms. Lewallen: A lot of them were minutes and things like that. We don't hold on to any minutes after five years. These records are so old we have no record of us having them. Ms. Fry: My understanding was that the collection included cemetery records. Ms. Lewallen: I didn't know of any cemetery records. Deputy Mayor Lommatzsch: There is folder of the

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receipts for receiving bodies from the cemetery over here in Riverside. Mrs. Franklin: The ones that just went didn't have any of that. Like you were saying, they were the big books that had the minutes like 1920s. There was nothing that I came across that had any like that. If the historical society already has it, that transfer happened way before this final transfer happened. Ms. Lewallen: I don't know anything about cemetery records. What they picked up were old minutes, bonds stuff. Deputy Mayor Lommatzsch: I don't know; it is the history of the area to be talked about later.

Mayor Williams: I first want to welcome Jesse to our group; very happy to have you on board and very excited to what you are going to bring to our team. I was telling a few other council members earlier that I did not catch this earlier on when the agenda packet was sent out, I planned to call personally and congratulate this individual, but I see that our zoning administrator, Nia Holt, has recently passed the American Institute of Certified Planners exam so she is AICP certified. This is an incredibly impressive resume mark for her and says a lot about not only her ability in her career path, but how lucky we are to have her. AICP are few and far between in the profession itself so congratulations to Nia. I will congratulate her personally next time I get a chance to call her. Just a tremendous professional credential that is difficult to achieve and for someone as young as her that is very impressive.

Mrs. Franklin: It is so glad to be back; it's nice for all of us to be back up here again. I would like to welcome you, Jesse, to our fun little group here.

Mr. Maxfield: First, I enjoy getting to work with you all now and in the future. Also, on a sad note, I wanted to recognize, I don't know if you know this, the Stebbins High School Community lost a student in a car accident, Laci Thomas. She just passed a day or two ago. I'm thinking about her and her family as well as the high school community. She was 17 and was supposed to graduate this year. I had her as a student when I was a career tech director, great lady. Mayor Williams: That's terrible. I saw Chad give an update on that; I didn't realize she was a current student at the time that is terribly sad. I think Mike said a minute ago, kids are out of school and Brenda said all these great young people are in our lives. It is moments like that make you realize to say "I love you" to those in your life and to welcome everybody else, the young people in the community into your heart. That is terribly sad news, but Jesse we are certainly glad to have you here.

Deputy Mayor Lommatzsch: Along that line, at the MVRPC presentation this morning and I have all that stuff at home, we talked an update on safety for the region, and they actually talked about the period of time in summer about young people driving. The larger percentage of the drivers on the road are young people and inexperienced drivers. They pointed out we all need to be aware of intersections. I sit at Burkhardt and Woodman and I watch people run red lights all the time. It just blows my mind, flying through them. I don't say it is young people, excuse me if I implied that, but I didn't mean to do that. It is a real concern in this time of the year that far more young people are on the roads. We need to watch for them.

PUBLIC COMMENT ON NON-AGENDA ITEMS: Mayor Williams invited the resident who wished to speak to the podium. He asked him to give his name and address for the record and to keep comments to three minutes. Mr. Edward F. Kimmerly Jr.: I live at 4508 Fair Park Avenue, Riverside, Ohio, normally known as the Byesville Plat. This is not to criticize the council of Riverside, but I called the city manager and the assistant city manager to try and get a question answered, and I still haven't had this question answered. I would like to have this on record in front of the council. I have lived in the City of Riverside since 1962. In 1979-80 the Byesville Plat flooded. I was told by the city council that because it flooded was because of the old bridge had the support system in the middle of the bridge and as the water come down trees and everything, it clogged up and flooded Byesville Plat. Now, Byesville Plat has been put into a flood district. That is very hard. One, we have to carry flood insurance, which is very expensive, Two, there are so many restrictions if you have to build in Byesville. The house has to be 10' high, so on and so forth; there are so many restrictions put on us down there. Somewhere around 2000, I don't know exactly when, the

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bridge was condemned and Riverside replaced that. I thank you very much. When they replaced the bridge, the middle support system went away. But, we are still considered a flood district so if the old bridge is why we were put into the flood district, then when the new bridge was put in how come the flood district wasn't relieved from us so we can get back to building houses, garages, sheds, and so on down there. I just wanted to get this on record. I would like to have an answer if you don't mind; it doesn't have to be tonight. I would like to have an answer on how come it is still a flood district.

Mayor Williams: It can come from official correspondence from the city manager that FEMA designates flood districts. And, insurance rates are set by insurance companies. Mrs. Franklin: It is all based on the table level of where the water is under the ground. There is a whole calculation. I used to live in one. Mayor Williams: We will get him an answer, certainly.

**EXECUTIVE SESSION:** Mr. Denning motioned to go into executive session for the purposes listed on the agenda: Section 103.01(7) — Specific Business Strategy, and (4) — Personnel. Deputy Mayor Lommatzsch seconded the motion. Roll call went as follows: Mr. Denning, yes; Ms. Lommatzsch, yes; Ms. Campbell, yes; Mrs. Franklin, yes; Ms. Fry, yes; Mr. Maxfield, and Mayor Williams, yes. **Motion carried.** 

**RECONVENE:** Council reconvened at 8:08 pm.

**ADJOURNMENT:** Mr. Denning motioned to adjourn. Mrs. Franklin seconded. All were in favor; none were opposed. The meeting adjourned at 8:09 pm.

Peter J Williams, Mayor

Clerk of Council